



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

October 16, 2020

### ADDENDUM #1

Bid Number: 50-00131847

Bid Opening Date: November 03, 2020

Description of Bid: TWO YEAR LABOR ONLY CONTRACT FOR TROUBLESHOOTING, MAINTENANCE, AND REPAIR OF PLUMBING SYSTEMS AND ANY REPAIR OF PLUMBING SYSTEMS AND ANY RELATED ISSUES FOR THE JEFFERSON PARISH DEPARTMENT OF FIRE SERVICES AND THE EAST BANK CONSOLIDATED FIRE DEPARTMENT

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### REVISION:

#### Bid Openings:

SEALED BIDS will be received until 2:00pm, November 03, 2020. All bids will be publicly opened at the West Bank location and via teleconference at 2:30 p.m., by calling the following number:

Dial-in Number: (504) 323-1800  
Meeting ID: 181357

Bids will be accepted through Central Bidding or manual submission. Manually-submitted bids can be delivered to either Purchasing office location; however, if submitting bids on the day of the bid opening, bidders must submit at the West Bank location. Bids will be received until 2 p.m. The public bid opening and teleconference will begin at 2:30 p.m. of the bid opening date.

#### PRE- BID MEETING:

Please see attached for Bid location. It was originally scheduled to be a teleconference.

Sincerely,

Donna M. Evans

GENERAL GOVERNMENT BLDG. — 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053  
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. — 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123  
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

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RENNY SIMNO  
DIRECTOR

Donna M. Evans  
Buyer II

Jefferson Parish Purchasing Department

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of  
This addendum on the bid form as indicated. Failure to do so will result in bid rejection.**

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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**TWO (2) YEAR LABOR ONLY CONTRACT FOR  
TROUBLESHOOTING, MAINTENANCE, AND REPAIR OF  
PLUMBING SYSTEMS AND ANY RELATED ISSUES  
FOR THE JEFFERSON PARISH DEPARTMENT OF  
FIRE SERVICES AND THE EAST BANK  
CONSOLIDATED FIRE DEPARTMENT**

**Section 1.0 – Pre-Bid Conference:**

A Non-Mandatory Pre-Bid Conference and inspection of the site shall be held:

Location: E B CONSOLIDATED FIRE DEPT 834 S CLEARVIEW PKWY  
JEFFERSON, LA 70123  
Date: 10/20/2020  
Time: 10:00 AM

All prospective bidders are invited to attend this non-mandatory pre-bid conference which will be held; date and location to be determined. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.

**Section 2.0 - Scope:**

We extend this proposal to cover the following:

- Labor, materials, transportation, supervision, and equipment necessary for a two (2) year labor only contract for the troubleshooting and repairing of various plumbing problems as they arise at various parish buildings, for the Department of Fire Services of Jefferson Parish. (This is a labor only contract).

**Section 3.0 – License:**

A Louisiana State Contractors license will be required in the categories of Mechanical Works and/or Plumbing. See Additional Instruction No. 4 for further details.

A copy (front and back) of the following licenses issued by the State Plumbing Board of Louisiana will be required with bid submission:

- Master Plumbing License
- Water Supply Protection Specialist Certification (WSPS)
- Gas fitters

A copy (front and back) of the following licenses issued by the Jefferson Parish Department of Code Enforcement will be required with bid submission:

- Plumbing
- Gas Fitters

#### **Section 4.0 – Bid Specifications:**

- All work shall be provided on an “as-needed” basis and there shall be no guarantee as to the amount of work given throughout this contract.
- Billing for troubleshooting and repair work shall be made on an hourly basis and shall include all incidental equipment/tools, transportation, travel time, licenses, which are required to perform this work.
- Invoicing shall be for the hourly labor cost for troubleshooting and repair work. This cost shall include all incidental equipment/tools, transportation, travel time, licenses, which are required to perform this work.
- Technician helpers shall not be used to troubleshoot equipment without prior approval from a representative of the department of Fire Services of Jefferson Parish.
- There shall be no minimum call out time in terms of hours charged under the terms of this contract. Time charged to contract shall be from the time personnel arrive on site to time work is completed.
- Successful bidder shall provide a list of the part(s) which need to be replaced and/or repaired to Jefferson Parish at the time repairs are to be made. At the request of Jefferson Parish the successful bidder shall provide the name of supplier(s) where the part(s) can be obtained promptly and a cost for the part(s). Parts must be under \$5,000 per repair.
- In case of excessive downtime Jefferson Parish may provide an additional purchase order, not to exceed \$5,000.00 per repair to the vendor to obtain necessary part(s) to complete the repair work. In the event that the contractor is permitted to purchase necessary part(s), Jefferson Parish will allow a retail price with 0% mark-up of invoice cost.
- Successful bidder must provide all equipment, tools, and specialized equipment, necessary to complete all work and shall be qualified and trained in the troubleshooting and repair of various plumbing fixtures and applications.
- The repairs shall include but not be limited to shower valves, drains of any kind, sewer lines, unstopping sewer and drain lines, water supply lines, gas lines and valves, water heater hook ups, excavation of broken lines of any kind: excavation will include back filling, i.e. anything plumbing related.

#### **Section 5.0 – Response Time/Work Orders:**

Bidder must provide a workforce and necessary equipment/tools to be able to respond to multiple facilities at the same time, if need be.

Bidder must respond within twelve (12) hours after receiving a purchase order on non-emergency calls and within four (4) hours for emergency calls. If the bidder fails to respond to the site/location Jefferson Parish Fire Services shall reserve the right to cancel this contract.

#### **Section 6.0 – Safety Precautions:**

Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other City Officials. .

#### **Section 7.0 – Second Opinion:**

Jefferson Parish reserves the right to call for a second opinion on all diagnosis of work prior to approving any repairs.

#### **Section 8.0 – Hours of Work:**

Hours of work shall be performed during normal working when applicable. Before & after normal hour and weekend work may be needed to successfully place equipment back into normal operation. Holiday work may be needed. Proposer shall include the name and dates of company holiday schedule upon request.

#### **Section 9.0 – Permits:**

Bidder shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement.

Bidder shall be responsible for payment of these permits. All permits must be obtained prior to the start of any project requiring permits.

#### **Section 10.0 – Warranty:**

The successful Bidder shall provide a minimum thirty (30) day warranty on all Labor. All parts purchased by successful bidder shall have full manufacturer warranty.

## LOCATIONS

- **Headquarters**  
834 S. Clearview Pkwy.  
Jefferson, LA 70123
- **Station 11**  
3525 Jefferson Hwy.  
Jefferson, LA 70121
- **Station 12**  
968 Jefferson Hwy.  
Jefferson, LA 70121
- **Station 13**  
4642 Calumet St.  
Metairie, LA 70001
- **Station 14**  
1714 Edinburgh St.  
Metairie, LA 70001
- **Station 15**  
1101 N. I-10 Service Rd.  
Metairie, LA 70005
- **Station 16**  
5200 Lafreniere St.  
Metairie, LA 70001
- **Station 17**  
6616 Kawanee St.  
Metairie, LA 70003
- **Station 18**  
3430 N. Causeway Blvd.  
Metairie, LA 70002
- **Station 19**  
455 Edwards Ave.  
Jefferson, LA 70123
- **Station 20**  
4110 Hudson St.  
Metairie, LA 70006

- **Warehouse**  
5512 Lambert St.  
Metairie, LA 70123
- **Maintenance Shop**  
3711 Division Street  
Metairie, LA 70003
- **Fire Training Center**  
3221 River Rd.  
Bridge City, LA 70094